

Riverbank USD

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Meeting: REGULAR MEETING OF THE BOARD OF TRUSTEES : XII. ACTION ITEMS

e. Memorandum of Understanding and Responsibility Agreement for The Seal of Multilingual Proficiency Project

(V)

September 07, 2010

Status:

Motion Made By : Ron Peterson.

Motion Seconded By : Elizabeth Meza.

Recommendation

The Administration recommends approval of the MOU and Responsibility Agreement between Riverbank Unified School District and the Stanislaus County Office of Education for the Seal of Multilingual Proficiency Project for 2010-2011.

Statement of Purpose/Issue:

Representatives of RUSD have been meeting, for over a year, with representatives of other Stanislaus County School Districts and the Stanislaus County Office of Education. Together, the group has developed the Seal of Multilingual Proficiency Project. The project seeks to recognize and honor students who demonstrate proficiency in English and at least one other world language through awarding a County Seal of Multilingual Proficiency. By setting uniform requirements for the seal and participating in a common assessment of proficiency, it is believed the seal will convey a uniform standard of achievement to employers and institutions of post-secondary learning.


Submitted and Reviewed By:

Susan Taylor

Date Superintendent/Board President Approved:

09-02-10

Associated File Attachments

 [MOU & RA Seal of Multilingual Proficiency Project \(Files\)](#)

Minutes

Assistant Superintendent Susan Taylor explained to Board Members that she has worked with a team of districts in the County to place a seal on high school diplomas that designates multilingual proficiency. The M.O.U. is an agreement that the District will attend all meetings, and share with all students and staff how to apply for the seal. The seal would be placed on diplomas and transcripts. Students meet with assessors - and must show proficiency in English and in Spanish. Ms. Taylor distributed a timeline to the Board regarding use of the seal, aimed to begin in June 2011.

Ms. Taylor and RHS Principal Christine Facella are considering whether working toward the seal will qualify as a Senior Project.

Board Member Meza asked if the student has to apply. Yes, in fall of their senior year.

Board President Floyd asked how the seniors would know about the seal. Ms. Taylor explained that teachers, staff, counselors and parents would all be informed at various meetings. RHS Principal Facella suggested informing the students when they are Juniors, so they can prepare. The Superintendent agreed that it was a great fit for a Senior Project.

Votes

Motion Made By : Ron Peterson.

Motion Seconded By : Elizabeth Meza.

Elizabeth Meza - **Yes**

Egidio Oliveira - **Yes**

Ron Peterson - **Yes**

Pamela Floyd - **Yes**

**MEMORANDUM OF UNDERSTANDING AND RESPONSIBILITY
AGREEMENT**

The Seal of Multilingual Proficiency PROJECT

Effective: School Year 2010-2011

**Between Stanislaus County Office of Education (hereafter referred to as the
"Office") and:**

Partnering District (LEA):

hereafter referred to as the DISTRICT

**This Memorandum of Understanding (MOU) is in regards to the participation of
the District as partners with the Office to recognize and award students who are
proficient in English and at least one more world language with the Stanislaus
County Seal of Multilingual Proficiency.**

Services and responsibilities of the District:

- 1) The District will identify a point person in the district with whom the Office may communicate.
- 2) The District will ensure that its high school counselors, teachers of world languages, and eligible and proficient students are informed about the opportunity to apply for the Seal of Multilingual Proficiency, the application process and requirements, and the deadlines for submission. The District may encourage its counselors and teachers to attend Information Meetings hosted by the Office or utilize resources and materials prepared by the Office to do so. The District will ensure that its teachers of world languages understand the role they play in identifying students who have developed an appropriate level of proficiency and writing letters of recommendation for those students they believe are eligible.
- 3) The District will modify its transcripts to allow for a notation to signal that a student has been awarded the Seal of Multilingual Proficiency upon conferment and provide an opportunity to affix a Seal onto a student's diploma. The District will participate in the design of the Seal itself to ensure that the physical seal will be able to be applied to a graduating senior's diploma (providing information about size, etc.)

- 4) The District will assist the Office by providing contact information about its willing employees and interested community members who are proficient in the world languages being assessed across participating districts for the year.
- 5) The District will provide one assessor (preferably in the target languages being assessed) for every two students who will be submitting a completed application for the year. The District will ensure that the assessors it provides understand the role of assessor and are committed to participating in the scheduled events (the calibration meeting for assessors and the event attended by students) that allow for the conferment of the Seal of Multilingual Proficiency to students.
- 6) The District will ensure that the counseling staff will complete the Counselor Verification forms required by the submission of the LinguaFolio.
- 7) The District will revise any Board policies that it considers relevant to reflect the participation of its students in this recognition.
- 8) The District will consider and utilize opportunities to inform parents and community groups about the Seal of Multilingual Proficiency.
- 9) The District will consider the possibility providing an incentive for its participating employees, not necessarily financially (i.e. adding participating as an assessor to its list of adjunct duties, etc.)
- 10) The District will consider opportunities to celebrate the conferment of the Seal on its students (i.e. special designation on the graduation program, recognition at a senior awards night, announcement at a student assembly or rally, etc.)

Services and responsibilities of the Office:

- 1) The Office will facilitate and host meetings of staff from the Office and participating districts to articulate eligibility criteria, design forms, define and refine the LinguaFolio submission, plan for assessor and student events, etc.
- 2) The Office will design resources and materials for District use when promoting the Seal, sharing information, and recruiting student participation, etc.
- 3) The Office will schedule and host multiple information events to inform educators and community members who are interested in the Seal of Multilingual Proficiency.
- 4) The Office will organize and host assessor and student events, print and package materials.
- 5) The Office will collect and list submissions: Intent to Apply forms and LinguaFolio submissions.
- 6) The Office will collect contact information, verify target language proficiency, recruit from outside entities, and organize a cadre of assessors.
- 7) The Office will create and maintain a website link for the public and students interested in applying that will provide access to information and application forms.
- 8) The Office will facilitate the determination of proficiency to be determined consistently across target language groups.
- 9) The Office will provide staff sufficient to provide half of each two-person assessor teams, ensuring the expertise to determine proficiency in English.

10) The Office will respond to requests from the District in regard to attendance at District events to help communicate about opportunity for students to earn a Seal of Multilingual Proficiency.

11)

Indemnity. Each party shall defend, indemnify, and hold the other party, its officers, agents, subcontractors, and employees harmless from and against any and all liability, loss, expense, attorneys' fees or claims for injury or damages arising out of the performance of this agreement, but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the indemnifying party, its officers, agents, subcontractors, or employees.

The Stanislaus County Office of Education and the Partner District shall monitor this agreement to oversee implementation of project activities. This Responsibility Agreement shall be effective upon signature.

Partner District

Signature

Date

Name (printed)

Title (printed)

Stanislaus County Office of Education

Assistant Superintendent Signature

Date

Name (printed)

Title (printed)